

Minutes of Meeting  
Health Services Council  
Project Review Committee-II

DATE: 29 October 2009

TIME: 2:30 PM

LOCATION: Conference Room B  
Department of Administration

ATTENDANCE:

| Name                                | Present | Absent | Excused |
|-------------------------------------|---------|--------|---------|
| <b>Committee-II</b>                 |         |        |         |
| Victoria Almeida, Esq. (Vice Chair) | X       |        |         |
| Raymond C. Coia, Esq.               |         |        | X       |
| Joseph L. Dowling, MD               | X       |        |         |
| Gary J. Gaube                       |         |        | X       |
| Maria R. Gil                        |         |        | X       |
| Catherine E. Graziano, RN, PhD      | X       |        |         |
| Robert Hamel, RN                    | X       |        |         |
| Denise Panichas                     |         |        | X       |
| Robert Quigley, DC (Chairman)       | X       |        |         |
| Reverend David Shire (Secretary)    | X       |        |         |

Staff: Valentina Adamova, MBA, Michael K. Dexter, MPA, Joseph G. Miller, Esq.

Public: (Attached)

1. Call to Order, Approval of Minutes, Conflict of Interest Forms and Extension for the Minutes Availability

The meeting was called to order at 2:30 PM. The Chair noted that conflict of interest forms are available to any member who may have a conflict. A motion was made, seconded and passed by a vote of six in favor and none opposed (6-0) that the availability of minutes for this meeting be extended beyond the time frame as provided for under the Open Meetings Act. Those members voting in favor were: Almeida, Dowling, Graziano, Hamel, Quigley, Shire.

2. General Order of Business

The first item on the agenda was the application of **The Summit Management Group, LLC d/b/a Visiting Angels** for initial licensure as a Home Care Provider Agency at 1017 Waterman Avenue in East Providence.

The applicant discussed the reasons for the application and reviewed the proposed service area for which it purchased zip codes from the franchisor. Rev. Shire noted that another recently approved Visiting Angels franchisee proposed to serve the same area. The applicant stated that

they would look into this matter. The Chair requested that the applicant provide in writing the day to day job description for the Director of Nursing and discuss training and supervision of staff.

The next item on the agenda was the application of **Healthcare of Rhode Island, LLC d/b/a BrightStar Healthcare** for initial licensure as a Home Nursing Care Provider Agency at 50 South County Commons Way in Wakefield.

The Committee requested that the applicant review and revise projections in the pro-forma statement including the projected amount of reimbursement per visit. With regards to the question about the franchise fee, the applicant noted that it is 5% of the gross patient revenue. The Chair requested that applicant to provide information regarding the auto policy coverage. Sen. Graziano requested that the applicant identify over which period of time the proposed Director of Nursing took her continuing education courses.

There being no further business, the meeting was adjourned at 3:45 PM.

Respectfully submitted,

Valentina D. Adamova, MBA  
Health Economics Specialist